

POSITION. Sit near the desk, either facing it, or with the right side turned toward it. The position of the body should be governed by the direction of the light, which ought to fall over the left shoulder, if possible.

Front Position. Sit nearly upright, facing the desk; elbows at the edge of the desk; fore-arms at right angles to each other; right fore-arm resting lightly on its fullest part near the elbow; left hand holding book in place; feet flat on the floor; left foot a little in advance of the right.

Right Position. Sit with right side near the desk, but not touching it; feet flat on the floor; the left foot a little in advance of the right; book parallel to edge of desk; right fore-arm resting lightly on the desk parallel to edge of desk; left hand holding book in position; fore-arms at right angles to each other.

PEN-HOLDING. Hold the pen-holder lightly between the thumb and first two fingers, letting it cross second finger at the top of the nail, and the first finger in front of knuckle-joint. Place the end of the thumb against the holder opposite first joint of forefinger. Rest forefinger lightly on the holder. Bend third and fourth fingers under far enough to rest the hand upon the nails. The four fingers should touch one another at their middle joints. Pen-holder should point toward right shoulder to agree with the main slant of writing. Let the point of the pen rest squarely upon the paper. Wrist must not touch the desk.

MOVEMENTS. Without a proper movement, rapid, graceful writing is impossible.

The Finger Movement is the extension and contraction of the thumb and first two fingers, the hand and arm being stationary.

The Fore-arm, or Muscular, Movement, is the action of the fore-arm upon the muscular rest near the elbow,—moving the hand back and forth, obliquely and laterally, forming letters and combining them into words, without the aid of the fingers.

The Whole-arm Movement is the action of the arm from the shoulder with the elbow raised, resting the hand upon the nails of the third and fourth fingers. In this movement there is no fixed rest.

The Combined Movement is the united action of the fore-arm with the thumb and fingers; the former giving power and the latter securing correct shape. This is the true movement for graceful writing.

DEFINITIONS. A Space is the vertical height of the small i, which is used as the measure not only for the height, but also for the width of all letters.

A Straight Line is one which does not change its direction.

A Right Curve is a line which constantly turns to the right.

A Left Curve is a line which constantly turns to the left.

A Double Curve is a fine which constantly turns to the left.

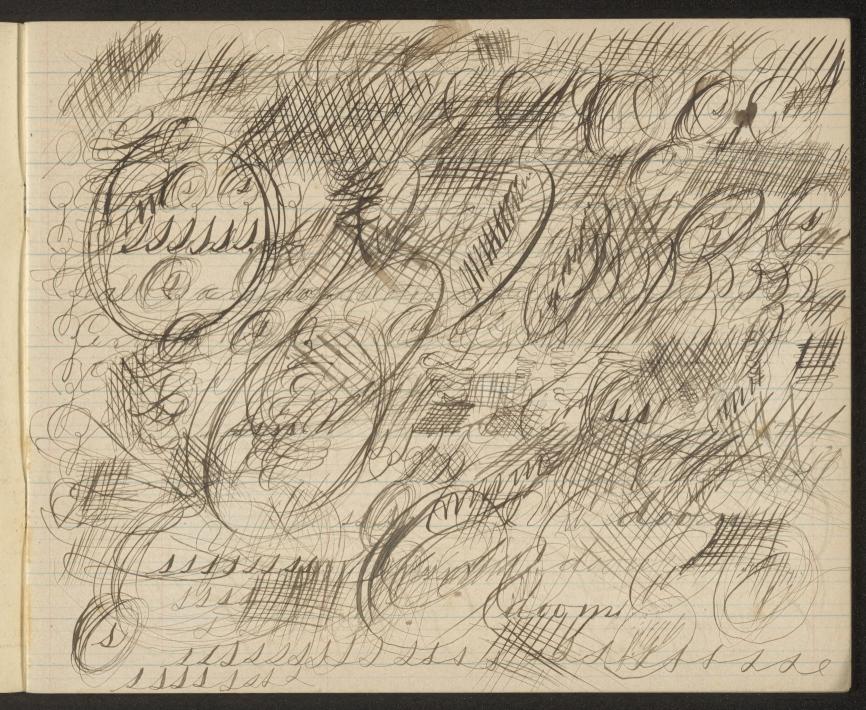
A Double Curve is the union of the right and left curves.

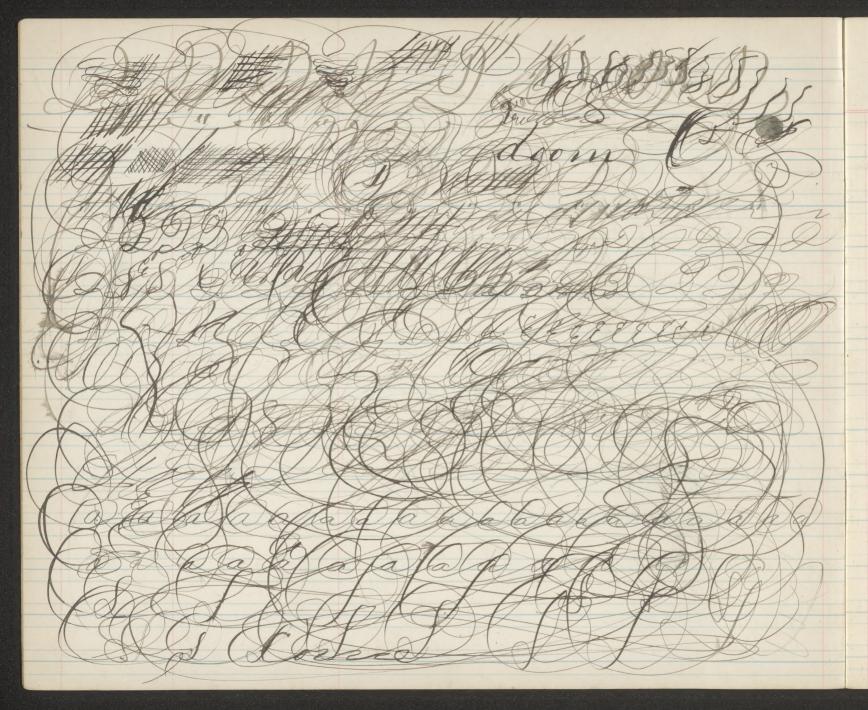
A Point is the sharp joining of two lines.

A Turn is the merging of one distinct line into another.

The Main Slant is the general direction in which the main lines lean. The Connective Slant is the direction given to the connecting lines.

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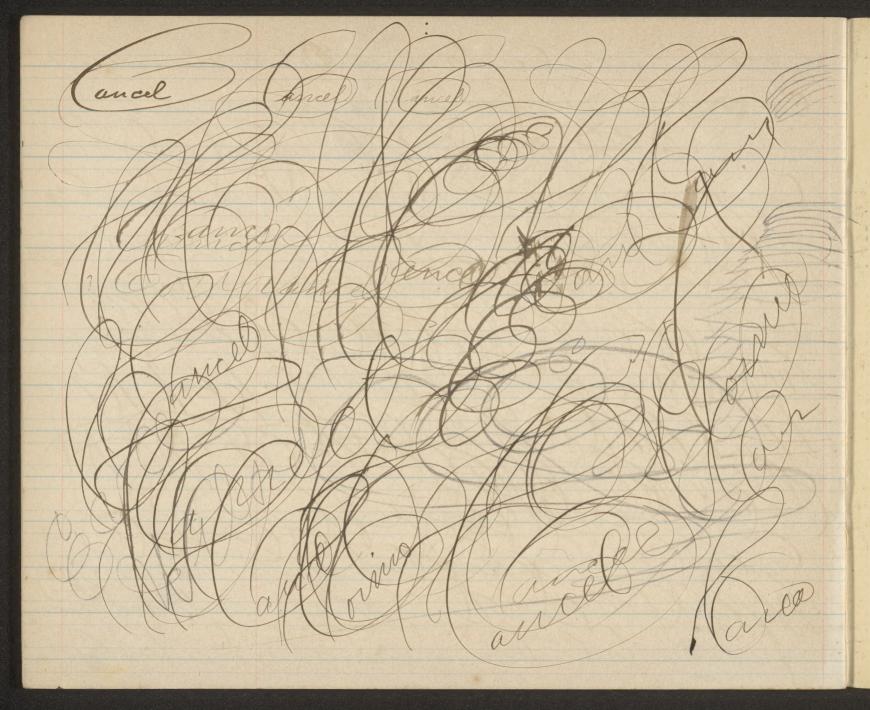
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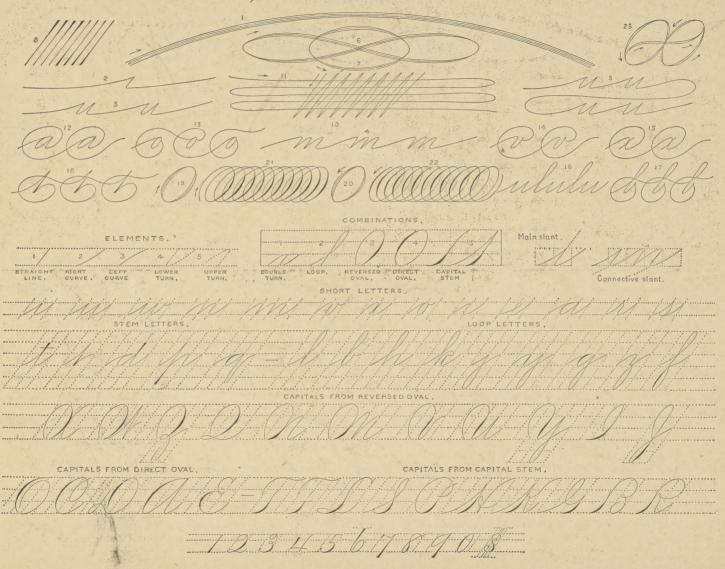
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